

**DEPARTMENT OF INSURANCE**

300 SOUTH SPRING STREET, SOUTH TOWER  
LOS ANGELES, CA 90013



January, 2005

TO: ALL INSURERS LICENSED TO TRANSACT PROPERTY AND CASUALTY INSURANCE  
IN THE STATE OF CALIFORNIA AND OTHER INTERESTED PERSONS

SUBJECT: CALIFORNIA EARTHQUAKE INSURANCE PREMIUM & POLICY COUNT DATA CALL

In the past, this data call was handled by the Department's Statistical Analysis Division. Starting this year, the data call will be conducted by the Rate Specialist Bureau. We are maintaining the same data collection format as in previous years. Please carefully follow the new instructions when submitting your data.

The California Earthquake Premium & Policy Count Data Call will be due on March 11, 2005.

This report is authorized by California Insurance Code Section (CIC) §10089.13(a). The data (in aggregate form) will be provided to the California Earthquake Authority in order to fulfill their annual reporting obligations under the same Code. The California Insurance Commissioner is a board member of the California Earthquake Authority per CIC §10089.7(a).

**WHO IS REQUIRED TO REPORT?**

- All California licensed property & casualty companies writing homeowners multi-peril (Line 4.0), fire (Line 1.0), and commercial multi-peril (Line 5.1) are required to submit their data on the Data Collection Workbook and complete the **Signature Page**. The line numbers correspond to the same line numbers as in the Annual Statement.
- If your company does not have any experience in the lines of business mentioned above for the year 2004, the reporting requirement is satisfied by indicating so on the **Signature Page**.
- **PENALTIES FOR NON-COMPLIANCE:** Companies that fail to submit the Signature Page and the Data Collection Workbook (if applicable) by the requested due date will be considered in non-compliance with CIC § 700(c) and will be referred to the Department's Legal Division for further action.

**REPORTING PROCEDURE**

**Step 1:** Determine whether your company has any data to report. If "no data", please download the **Signature Page** from the Department's website, fill it out, and return it before the due date.

**Step 2:** If your company has data to report, download both the **EQ-EXP 2004 Data Workbook** and the **Signature Page** from our website, <http://www.insurance.ca.gov/RRD/RSU/Forms/RSUFiling.htm>. If you have any problems downloading the files, please feel free to call my staff at (213) 346-6731. Fill out the Workbook using the downloaded file, and return the following before the due date:

1. a printed copy of the Workbook,
2. an electronic copy of the file on a diskette, and
3. the Signature Page with company officer's signature and contact information.

**Step 3:** Send the completed filings to:

**California Department of Insurance  
Rate Specialist Bureau - 14th Floor  
300 South Spring Street  
Los Angeles, CA 90013**

George Yen  
Chief, Rate Specialist Bureau